

# ERS' TRAINING ACADEMY

## *Academy I*

### The agenda...

Course Title	When	Instructor	Location
The Role of the Data Processing Manager	January 24, 1990	Russ Bohart Ralph Shoemaker	Rancho Murrieta
Management Briefings and Client Presentations	February 28 and March 1, 1990	Amy Ackerman	State Training Center
Customer Service and Client Negotiations	April 30 and May 1, 1990	To Be Announced	State Training Center
Effective Technical Writing	June 13 and June 14, 1990	Caesar Adams	State Training Center
How Do We Get From Here To There (State Policies for Technology Managers)	August 28 and August 29, 1990		Lake Tahoe, Granlebachen
Project Management and Resource Control	October 16, 17 and 18, 1990	Gopal Kapur	State Training Center
Interpersonal Communication Skills and Team Development	December 5 and December 6, 1990	Lawrence Levinson	State Training Center

\* Additional sections will be starting every 6 months

### The administrative details...

**WHO IS ELIGIBLE:** Data Processing Managers I & II, Systems Software Specialists II, Staff and Senior Programmer Analysts and other equivalent supervisory positions are eligible to participate in the program. However, you must be nominated by your EDP chief.

**HOW MUCH DOES IT COST:** The cost for the entire year-long program, exclusive of travel and per diem for the session at Lake Tahoe, is \$1,600. Your department will be billed in two \$800 increments, one in June 1990 and one in December 1990.